



Foreign Affairs Manual Circular

JOINT STATE, AID, USIA, CIRCULAR

SUBJECT: Travel of Dependents for Representational Purposes.

No. 221

June 30, 1964

1. Purpose

This circular announces new statutory authority permitting a Foreign Service officer or employee on official travel to be accompanied by a member of his family for representational purposes. (Only a family member as defined in the Foreign Service Travel Regulations is eligible for this type of travel.)

2. Background

Experience has shown that representation is frequently conducted more successfully by an officer and his wife than by the officer alone, or in the case of single or widowed officers, by a sister or other adult relative acting as hostess. There may be occasions when an ambassador may be accompanied by a son or daughter to a meeting of local youth groups. Authority for such travel was recently provided in P.L. 88-205 which revises Section 911(2) of the Foreign Service Act of 1946, as amended. This section now provides that the Department (or agency) shall, under regulations to be prescribed, pay:

"(2) the travel expenses of the members of the family of an officer or employee of the Service when proceeding to or returning from his post of duty; accompanying him on authorized home leave; accompanying him for representational purposes on authorized travel within the country of his assignment or, at the discretion of the Secretary, outside the country of his assignment, but in no case to exceed one member of his family; or otherwise traveling in accordance with authority granted pursuant to the terms of this or any other Act;..." (Underlining supplied to identify new authority only).

3. Authority

a. Representational Travel Within Country of Assignment

(1) Department of State

The chief of mission, or principal officer where there is no immediate supervisory post, may, within his discretion, and subject to the availability of post travel funds, authorize such travel. This authority may be redelegated only to the deputy chief of mission.

(2) Agency for International Development

The director of the AID Mission or AID representative may, within his discretion, and subject to the availability of post travel funds, authorize such travel. This authority may not be redelegated.

(3) United States Information Agency

The country public affairs officer may, within his discretion, and subject to the availability of post travel funds, authorize such travel. This authority may not be redelegated.

b. Representational Travel Outside Country of Assignment

(1) Department of State

The chief of mission, or principal officer when there is no immediate supervisory post, may use this authority provided advance approval is obtained from the Department. The assistant secretaries of the regional bureaus are delegated authority to approve requests from posts for such travel.

(2) Agency for International Development

The director of the AID Mission or AID representative may use this authority provided advance approval is obtained from AID/Washington. The regional assistant administrators, AID/Washington, are delegated authority to approve requests from the field for such travel.

(3) United States Information Agency

The country public affairs officer may use this authority provided advance approval is obtained from USIA, Washington. The assistant area directors, USIA, Washington, are delegated authority to approve requests from the field for such travel.

4. Guidelines for Authorizing Representational Travel

- a. Travel under these provisions may be authorized for one family member only. Rather than impose specific controls and limitations, however, the authorizing officer is expected to make sparing and judicious use of these provisions. In all cases a clearly demonstrable advantage to the United States must be foreseen.

(1) Travel Within Country of Assignment

As a general guideline, local travel of family members should be authorized when (a) representation by the officer alone could not be accomplished effectively; or (b) protocol or local customs would be served; or (c) when necessary in connection with VIP visits or important meetings at which wives of foreign dignitaries are present. The chief of mission in consultation with heads of other agencies in his country of assignment will develop local rules and practices to promote the maximum degree of uniformity in the exercise of this authority.

(2) Travel Outside Country of Assignment

In general, this type of travel will be restricted to family members of high-level officers and authorized only when a clear need for dual representation exists. Normally travel will be restricted to dependents of chiefs of mission, deputy chiefs of mission, country public affairs officers and AID Mission directors or AID representatives. However, in exceptional circumstances the dependents of a subordinate officer may be authorized such travel. Typical of the circumstances warranting representational travel outside the country are the following:

- (a) When an ambassador or U.S. AID director accompanies a foreign dignitary to the U.S. on a state visit or as a presidential guest and the dignitary is accompanied by his wife or other female member of the household.

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- (b) When a State, USIA or AID officer attends an international conference or meeting sponsored by a group or organization of nations, such as the United Nations, and the wives of participants have also been invited to attend;
- (c) When the President sends U.S. delegations abroad or Congressional or other high level delegations proceed abroad, accompanied by their wives.

5. Amendment of Regulations

The Uniform State/USIA Foreign Service Travel Regulations as well as the AID Travel Regulations will be revised to incorporate the guides outlined herein.

6. Documentation

As future reports covering travel under this authority undoubtedly will be required, the reasons for authorizing representational travel should be recorded and filed for control and inspection purposes in accordance with 6 FAM 121.3.

7. Effective Date

These regulations are effective immediately.

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(NOTE: Number of last circular issued: FAMC No. 220A Department only.)

TRANSMITTAL SLIP		DATE
		7/13/64
TO:		
ROOM NO.		
REMARKS:		
<p>Charlie - Attached sent you at RHW's request</p> <p>Judy</p>		
6D-15	1	EXTENSION 6182
FORM NO. 241 1 FEB 55	REPLACES FORM 36-8 WHICH MAY BE USED.	GPO : 1957-O-439445 (47)

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